Constitution and By-Laws

—OF THE—

PROVINCIAL ASSOCIATION

—OF—

Protestant Teachers of Quebec.

Revised to Oct. 29, 1895.

ST. JOHNS
E. R. SMITH & SON, PRINTERS.
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AN ACT

To Incorporate the Provincial Association of Protestant Teachers of Quebec.

STATUTES OF QUEBEC, 52 VICT., 1889, CAP. LXX.

Assented to 21st March, 1889.

WHEREAS, a society has existed for some years in this Province, known as the "Provincial Association of Protestant Teachers of Quebec," having for its objects the advancement of the teaching profession, and the interests of education in this Province; and whereas Sampson P. Robins, LL.D., George L. Masten, Fred. W. Kelley, Ph.D., T. Ainslie Young, M.A., John Harper, Ph.D., and other members of the Association have, by their petition, prayed that they and the other members of the Association may be incorporated; and it is expedient to grant their prayer: Therefore, Her Majesty by and with the advice and consent of the Legislature of Quebec, enacts as follows:—

1. Sampson P. Robins, LL.D., George L. Masten, Fred. W. Kelley, Ph.D., T. Ainslie Young, M.A., John Harper, Ph.D., Abner

W. Kneeland, M.A., Edward W. Arthy, Charles A. Humphrey, R. J. Hewton, M.A., C. A. Jackson, George Parmelee, Henry Hubbard, M.A., James McGregor, Jas. A. McOuat, B.A., Herbert J. Silver, B.A., H. H. Curtis, W. Patterson, B.A., A. A. McArthur, B.A., Mary Peebles and Kate Wilson, and such other persons as are now or shall hereafter become members of said Association, are hereby declared to be a body politic and corporate, under the name of the "Provincial Association of Protestant Teachers of Quebec."

2. The Constitution and By-Laws of the said Association shall be and remain the Constitution and By-Laws of the said Corporation, until changed or amended as therein provided.

Nothing therein contained shall, at any time, be contrary to the laws of this Province.

3. The Corporation may receive and hold property of any kind by any title whatsoever, and may deal with and dispose of the same in any manner, for the purpose of the Association; but it shall not hold real estate of the annual value of more than five thousand dollars.

4. All property and funds of the Corporation shall be held in its corporate name, and shall be managed and administered by its Executive Committee.

5. This Act shall come into force on the day of its sanction.

CAP. XXIII.

An Act to amend Articles 1903 and 2281 of the Revised Statutes of the Province of Quebec, respecting Public Instruction.

(Assented to 21st March, 1889.)

HER MAJESTY, by and with the advice and consent of the Legislature of Quebec, enacts as follows:—

1. Article 1903 of the Revised Statutes of the Province of Quebec is amended by adding the following after the word "labors" in the third line thereof, "and the Provincial Association of Protestant Teachers may, each year, at their annual meeting, elect one of their members to be also an associate member of the Protestant Committee."

2. Article 2281 of the said Revised Statutes is amended by replacing the words "Convention of Protestant Teachers" in the sixth and seventh lines thereof, by the words "Provincial Association of Protestant Teachers.

3. This Act shall come into force on the day of its sanction.

Constitution and By-Laws

OF THE

PROVINCIAL ASSOCIATION

OF

PROTESTANT TEACHERS OF QUEBEC.

NAME.

1. This Association shall be called the Provincial Association of the Protestant Teachers of Quebec.

OBJECT.

2. The object of the Association shall be the advancement of the educational interests of the country, the elevation of the status of the teacher, and the professional and intellectual improvement of its members.

MEMBERSHIP.

3. Professors and Lecturers in Colleges and Normal Schools, School Inspectors, Members and Secretaries of School Boards and all teachers shall be eligible for election as ordinary members of the Provincial Association.

The Superintendent of Public Instruction, Members of the Council of Public Instruction, the Protestant Secretary of the Department of Public Instruction, Members of the Central Examining Board, and Ministers of the Gospel, shall be ex officio Honorary Members of the Provincial Association.

Residents of the place where the Convention is held may be elected Associates of the Provincial Association during such Convention.

4. All Officers of the Provincial Association shall be chosen from the enregistered Ordinary or Honorary Members of the Association.

OFFICERS.

5. The officers of the Provincial Association shall be a President, three Vice-Presidents, a Recording Secretary, a Corresponding Secretary, a Treasurer, a Curator and Librarian, the Representative on the Protestant Committee of the Council of Public Instruction, and the two Representatives on the Administrative Commission under the Pension Act, who shall be appointed at the Annual Convention; and shall hold office until their successors are appointed; and in addition to these, it is provided that Presidents of Local Associations shall be Vice-Presidents of the Provincial Association.

6. The Executive Committee shall consist of fifteen members, chosen annually by the Convention, together with the officers of the Association, who shall occupy the same positions in Committee as in Convention.

ANNUAL MEETING.

7. An Annual Meeting of the Provincial Association shall be held in Montreal during the Autumn, unless otherwise ordered by Contion.

ANNUAL FEE

8. An annual fee of one dollar for gentlemen, and fifty cents for ladies, shall be required of Ordinary Members of the Association, but this may be commuted by payment of $10.00 for gentlemen and $5.00 for ladies, constituting the fee for Life Membership.

COMMITTEES FOR SPECIAL PURPOSES.

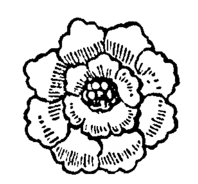
9. Committees for special purposes may be appointed at Convention on nomination of the President or otherwise.

PROPERTY.

10. All property of the Provincial Association as well as all funds, from whatever source derived, shall be held in its corporate name, and shall be managed and administered by the Executive Committee of the Association.

AMENDMENTS.

11. This Constitution can only be altered or amended by a vote of two-thirds of the ordinary members present at any stated meeting of the Association, provided that all such alterations or amendments shall have been proposed in writing at a regular meeting of the Association, at least three months previous to action thereupon.



BY-LAWS.

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1. The Officers of the Association, the fifteen members of the Executive Committee and two members of Administrative Committee, under the Pension Act, shall be elected by ballot, a plurality of vote constituting an election; it being provided, however, that from the members of Convention, who do not reside in the City of Montreal, the eight who receive the highest number of votes shall constitute the first eight members of the Executive Committee, and that the seven members from the remaining nominees who receive the highest number of votes shall constitute the remainder of the Executive Committee.

2. All members of the Provincial Association shall enregister their names and addresses at each Convention, in a book to be kept for that purpose, and Ordinary Members shall thereupon pay the annual fee.

Teachers and other eligible persons may be nominated for membership at any session of the Convention by the Executive Committee. Members who enregister in accordance with the above shall be furnished with certificates of membership signed by the Corresponding Secretary and Treasurer.

No fee shall be required of Honorary Members or Associates.

All persons elected as Associates of any Convention shall have been nominated by the Executive Committee.

No person shall exercise the rights of membership at any meeting of the Association until he has obtained his certificate for the current year signed by the Corresponding Secretary and Treasurer. A member may withdraw from the Association at any time by sending his resignation in writing to the Corresponding Secretary.

Ordinary Members shall have the right of speaking and voting, Honorary Members and Associates the right of speaking only.

3. The Executive Committee shall be summoned to meet for despatch of business stated in the notices of meeting by the Secretary, on the requisition of the President or any three members of the Committee; shall have in charge the general interests of the Association in the intervals of its Conventions; shall supervise all arrangements for its meetings; shall have power to summon emergent Conventions of the Association when deemed desirable; shall fill all vacancies in its own body occurring during the official year; and shall report its proceedings for confirmation at the Convention next ensuing.

4. The Executive Committee shall be held to be in continual session during Convention, to enregister and nominate Members and

Associates, and to prepare and arrange the business of each Session.

5. It shall be the duty of the President to preside at all Conventions of the Association and meetings of the Executive Committee, to appoint Scrutineers of Ballots and Auditors of Accounts, and to conduct the business of the Association in accordance with the By Laws. In the absence of the President, one of the Vice-Presidents shall be appointed by the meeting to preside; and in the absence of all the Vice-Presidents, a Chairman pro tempore shall be elected on nomination of the meeting, the Secretary, or Acting Secretary, putting the question.

6. The Recording Secretary shall keep a full and just record of the proceedings of the Association and Executive Committee. The Corresponding Secretary shall conduct all correspondence not assigned by the Executive Committee to other hands, and shall give notice of Conventions and meetings of the Executive Committee.

The Secretaries shall have their records of business transacted present at all Conventions and meetings of the Executive Committee, and shall make such reports as may be asked by the Convention or Committee, as the case may be.

In the absence of either Secretary, an Acting Secretary shall be appointed by vote of the Association or Executive Committee.

7. The Treasurer shall be the custodian of all moneys of the Convention, shall expend the same in accordance with the votes of the Association, or of the Executive Committee, shall keep an exact account of the receipts and disbursements of the Association, with vouchers for money paid out, shall deposit all funds of the Association in a chartered Bank, shall make all payments by cheques signed by the Corresponding Secretary and Treasurer, shall prepare annually, or as often as may be demanded by the Executive Committee, and Association, a Financial Abstract, and shall give such bond for the faithful discharge of his duties as may be required by the Executive Committee.

8. The members of the Administrative Commission under the Pension Act, the Representative to the Protestant Committee on the Council of Public Instruction, the Curator and Librarian and all Committees appointed to act during the intervals of Conventions, shall report to the Convention following their appointment.

Members of the Executive Committee who attend meetings of the Committee held at places distant from their homes shall be entitled to the reimbursement of their railway and steamboat fares.

RULES OF ORDER OF CONVENTIONS.

1. Without the permission of the Chairman, no member shall speak when there is no motion before the Association, except in Committee of the Whole, or when a subject has been submitted for discussion.

2. Except to adjourn, to resolve into Committee of the Whole, to lay on the table, or the previous question, no motion shall be put from the chair until it has been delivered to the Chairman in writing, with the names of the mover and seconder attached.

3. The mover of a motion may speak to it twice, but no other member more than once, nor any member more than fifteen minutes, without the permission of the Chairman.

4. Should more than one member rise to speak at the same time, the Chairman shall decide who is entitled to the floor, and this decision shall be without appeal.

5. On a point of order being raised while a member is speaking, he shall at once take his seat; the point of order shall then be stated by the member objecting, and the Chairman shall then, without further discussion, decide thereon, stating the rule applicable to the case, without comment.

6. If any member feel aggrieved by the decision of the Chair, he may, except as provided in Rule 4, appeal to the Association. The Chairman shall thereupon put the question thus: "Shall the decision of the Chair be sustained?"

7. The following motions shall not be debateable: "To adjourn;" "To resolve into Committee of the Whole;" "To lay on the table;" and "The previous question."

8. A motion to adjourn or to resolve into Committee of the Whole shall always be in order except when a member is in possession of the floor, when members are voting, when an adjournment or to resolve into Committee was the last motion, or when it has been decided to put the main question.

9. Motions shall take precedence in the following order:—

1. To adjourn.
2. To resolve into Committee.
3. To lay on the table.
4. The previous question.
5. Other motions and amendments in the reverse order of motion except as in the subjoined rule.

10. The previous question shall be put in this form: "Shall the main question be now put?" If this be affirmed, no further motions

of debates shall be permitted, but the main question shall be put without delay.

11. No amendment to a motion can be received after an amendment to an amendment, nor any motion except to adjourn, to resolve into Committee, the previous question, or to lay on the table.

12. The yeas and nays upon any question shall be recorded in the minutes when called for by five members.

13. When the Convention is resolved into Committee, no motion can be entertained except, "That this Committee rise," which shall be voted on without debate, but cannot be again put without permission of the Chairman.

14. After adoption, the minutes shall be signed by the President, and countersigned by the Secretary.

ORDER OF PROCEEDINGS OF CONVENTIONS.

1. At the hour of meeting the chair shall be taken, and the meeting called to order by the presiding officer.

2. The proceedings of each day shall be opened by prayer.

3. The report of the preceding Convention shall be submitted, the minutes of the preceding Session read, and the minutes of such Meetings of Executive Committee, as have been held since the last Session of the Convention, submitted, with Programme of Proceedings for the Session as prepared by the Executive Committee.

4. Regular business, as arranged by the Executive Committee.

5. New business.

6. Adjournment.

7. Fifteen members shall constitute a quorum at all meetings of the Association, and five those of its Committees.

8. No alteration shall be made in these By-Laws except by a two-thirds vote at an Annual Convention; but Rules of Order may be suspended for any Session, by a two-thirds vote at that Session.